

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 08/16/16

CLOSING DATE: 08/23/16 (4:30 PM)

SCDC INTERNAL TITLE: QMHP - CCC V

SCDC POSITION #: 017702

HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0300 PM - 1100 PM

LOCATION: MENTAL HEALTH, COLUMBIA (RICHLAND)

STATE JOB TITLE: HUMAN SERVICES COORD II

STATE JOB CLASS: GA60

PAY BAND/LEVEL: 06 E

BAND: 06 SALARY RANGE \$ 039960 - \$ 073935 SPECIAL INCENTIVE: NO

HIRING SALARY RANGE: \$ 046751 - \$ 052982 SCEIS POSITION #: 61018814

MINIMUM AND ADDITIONAL REQUIREMENTS:

A BACHELOR'S DEGREE AND PROFESSIONAL EXPERIENCE IN HUMAN SERVICES OR SOCIAL SERVICES PROGRAMS.

(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE HUMAN RESOURCES). A MASTER'S DEGREE IN CLINICAL SOCIAL WORK OR A RELATED DEGREE WITH FIVE (5) YEARS RELATED EXPERIENCE IN A MENTAL HEALTH SETTING, TWO (2) YEARS OF WHICH SHOULD INCLUDE SUPERVISORY EXPERIENCE. MUST BE LICENSED AS LMSW, LPC-I, LPC OR LPC-S.

DESCRIPTION OF DUTIES:

CONDUCTS GILLIAM PSYCHIATRIC HOSPITAL INTAKE TEAM ON A ROTATIONAL BASIS PROVIDING ASSESSMENTS AND COMPLETING REQUIRED DOCUMENTATION AS SCHEDULED. SERVE AS CASE MANAGER FOR ASSIGNED CASES AND PERFORM INDIVIDUAL COUNSELING. PROVIDE APPROPRIATE COUNSELING AND TREATMENT PLANS FOR ASSIGNED CASES. ANNOTATE HOSPITAL RECORDS AND PREPARE REPORTS AND DISCHARGE SUMMARIES ON ASSIGNED CLIENTS RECORDING OBSERVATIONS, TREATMENT AND RECOMMENDATIONS AS REQUIRED. CONDUCT WEEKLY GROUP THERAPY AND WRITE PLANS AS REQUIRED. PREPARE GROUP TREATMENT PLANS FOR APPROVAL. SERVE AS AN ACTIVE MEMBER OF GPH TREATMENT TEAM, DISCUSSING ASSIGNED CASES AND PROVIDING FEEDBACK TO OTHER TEAM MEMBERS. PROVIDE ROTATING WEEKEND SUPERVISORY COVERAGE. FUNCTIONS AS THIRD SHIFT SUPERVISOR AND SERVES AS A THIRD SHIFT STAFF IN THE ABSENCE OF A THIRD SHIFT STAFF.

COMMENTS:

MUST ATTEND SCDC BASIC TRAINING

MUST SUBMIT A RESUME TO BE CONSIDERED FOR THIS POSITION.